

# TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

Page 1 of 2

## REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR		CONTRACT NO./TASK NO.		JOB ORDER NUMBER		APPROP. FY	
QSS Group, Inc.		NAS5- 99124 TASK NO. 307 AMENDMENT		420-228-95-10-89		00	
TASK TITLE: (NTE 80 characters; include Project name) EOS-G Senior Review Team							
APPROVALS: (Type or print name and sign)							
ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)				DATE	ORG CODE	MAIL CODE	PHONE
Ken Ford <i>Ken Ford</i>				6/21/00	420	421	301-286-0011
BRANCH HEAD				DATE	CODE		PHONE
Christopher J. Scolese <i>Christopher J. Scolese</i>				6/21/00	420		301-286-9696
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)				DATE	CODE		PHONE
for Robert S. Lebar <i>Robert S. Lebar</i>				6/23/00	560		301-286-6382
FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)		CONTRACTING OFFICER'S QUALITY REP.			DESIGNATED FAM:		
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES							
The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.					(To be completed by Contracting Officer) C.O. Requested Quote on: Date: JUN 26 2000		
Contractor will develop specification or statement of work under this task for a future procurement.					<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		
Flight hardware will be shipped to GSFC for testing prior to final delivery.					<input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A		
Government Furnished Property/Facilities:					<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)		
Onsite Performance:					<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If yes: <input type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL If partial, indicate onsite work in SOW by asterisk (*)		
Surveillance Plan Attached:					<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		
Highlighted Contract Clauses:					(to be completed by Contracting Officer)		
Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 7/8/00.							
INCENTIVE FEE STRUCTURE (check one) (See Contract NAS5-99124, Attachment K, Incentive Fee Plan)							
	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5		
Cost	10 %	50%	25%	25%	%		
Schedule	15 %	25%	25%	50%	%		
Technical	75 %	25%	50%	25%	%		
(To be completed by Contracting Officer)							
The target cost of this task order is \$ 34,508.							
The target fee of this task order is \$ 930.							
The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 35,438.							
The maximum fee is \$ 1,359.							
The minimum fee is \$0.							
AUTHORIZED SIGNATURE:							
THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"				ELIZABETH J. AUSTIN			
<i>Elizabeth J. Austin</i>				8/10/00			
SIGNATURE OF CONTRACTING OFFICER				DATE			
				TYPED NAME OF CONTRACTING OFFICER			
CONTRACTOR'S ACCEPTANCE:							
AUTHORIZED SIGNATURE							
DATE							

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QSS Group, Inc.	NAS5- 99124	307	

Applicable paragraphs from contract Statement of Work: B.1.b.,c.,d.,g.,h.,i.,j.,k.,l.,n.,q.,H.h,

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

*(This is a follow-on to Task 108 under this contract; uninterrupted transition is required).*

Provide engineering services to the EOS-G Senior Review Team on an as needed basis. The EOS-G Senior Review Team is to provide guidance to the EOS-G Program Manager and GSFC Center management on the progress and commitment of the Earth Observing System (EOS) missions at the GSFC to meet launch commitments.

## PERFORMANCE SPECIFICATIONS:

This task provides services to the EOS Senior Review team which is responsible for providing an independent, programmatic and technical assessment at leu EOS milestones throughout development. The contractor will provide technical services in the preparation and presentation of these reports. This contractor is also responsible for delivering a separate semi-annual written report which addresses the following: reviews supported the previous 6 months, technical and programmatic issues addressed at each review, recommendations, and a summary of issues which affect multiple projects from all previous reviews.

## APPLICABLE DOCUMENTS:

None.

TASK END DATE: 7/7/01

## MILESTONES/DELIVERABLES AND DATES:

EOS Aqua Pre Ship Review in October 2000 (by October 31, 2000)  
EOS Aqua Flight Operations Review in October 2000 (by October 31, 2000)  
EOS Aqua Operations Readiness Review in November 2000 (by November 30, 2000)  
ICESat Flight Operations Review in 2nd quarter 2001 (by June 30, 2001)  
ICESat Pre Ship Review in 2nd Quarter 2001 (by June 30, 2001)  
ICESat Flight Readiness Review (TBD)  
Written Report: semi-annual (first report due 6 months after the first EOS review)  
Technical Progress Report: monthly, due 15th of the month reporting the previous month's activities

Note: Dates represent current schedule and are subject to change.

## PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the above milestones/deliverables.

Technical: ATR's acceptance of the above.

## FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Ken Ford, building 16, room 200H